



**Minutes of the
ALAMEDA FREE LIBRARY BOARD
JUNE 14, 2006**

ROLL CALL

Present: Leslie Krongold, President
Ruth Belikove, Vice President
Karen Butter, Board Member
Alan Mitchell, Board Member

Absent: Mark Schoenrock, Board Member

Staff: Jane Chisaki, Acting Library Director
Marsha Merrick, Recording Secretary

CONSENT CALENDAR

An asterisk indicates items so enacted and adopted on the Consent Calendar.

- A. *Report from Library Director highlighting Library Department activities for the month of June 2006. Accepted.
- B. *Draft Minutes of the Regular Library Board meeting of May 10, 2006. Approved.
- C. *Library Services Report for the month of April 2006. Accepted.
- D. *Report from Finance Department reflecting FY 2005-06 Library expenditures (by fund) through May 2006. Accepted.
- E. *Bills for ratification. Approved.

President Krongold asked for a motion to approve the Consent Calendar as presented. Board Member Mitchell so moved; Board Member Butter seconded the motion which carried by a 4-0 unanimous vote.

UNFINISHED BUSINESS

- A. Materials Security and Inventory System - Update (J. Chisaki)

Acting Director Chisaki reported that 15,000 more items have been tagged, and staff is now starting on the media collection.

B. Discussion of BALIS System Advisory Board Member (J. Chisaki)

Acting Director Chisaki mentioned that an application had been received for this position, and she has recommended to the mayor that the candidate, Rebecca Kozak, be appointed. She also mentioned that outgoing SAB Representative, Marc Lambert, had met with Ms. Kozak to provide details on the responsibilities of the position. Consideration of the nominee by Mayor Johnson is slated to occur at the June 20, 2006 City Council Meeting.

NEW BUSINESS

A. Discussion of Donor Recognition Wall in New Main Library (J. Boone)

Library Foundation President Jephtha Boone was present to give details on the donor recognition wall which will be placed in the new Library. The minimum donation needed in order to have your name on this wall is \$5,000. Another option is to name a shelf in the new Library which goes for \$100. President Boone passed out lists of names to the Board of contributing donors in both of these categories. The Board took a few minutes to review the lists, during which time a few questions arose.

How are names and titles going to be laid out, i.e. will we require all to be uniform in structure? Examples: Dr. John Smith, as opposed to John Smith M.D. – or – Mr. & Mrs. John Smith as opposed to John and Mary Smith, etc. Foundation President Boone indicated he had seen donor walls of all different varieties. Some uniformly named, and some that were all over the map with about any combination possible. At the very least, there would have to be a character limit due to space constraints. The Foundation is still in discussion regarding the naming policy.

What will the donor recognition wall be made of? President Boone had been advised that a material called Corydon would be a good choice. Board Member Butter asked if etched glass might be an option. Other suggestions were brought up, as well as an inquiry on whether the architect had been asked for input on this issue. Since he had not, Acting Director Chisaki indicated she would consult with Hacker and get back to the Board.

In the end, the Board indicated approval of the direction the Foundation was taking in respect to the donor recognition wall.

B. Alameda Free Library Foundation (A. Mitchell)

Board Member Mitchell had not attended the previous Foundation meeting; however, because President Boone was in attendance, he gave the Board a re-cap. The Foundation had their annual election of officers at this meeting, and the new President will be Sylvia Kahn. Discussion regarding a naming policy for the donor wall was held. Their brochure is being put together, and will be four-fold and produced on quality paper stock.

C. Friends of the Alameda Free Library (M. Skeen)

President Molly Skeen was present and gave a short report on current Friends' activities. At their May meeting, approval had been given for the purchase of two new microfilm reader/printers for the Library. Also, there are ongoing planning meetings for both the Grand Opening Events and Café. The Friends will be assisting on July 19th when 10 year old Alameda author, Brian Wong, has his Author Night for The Aader.

D. Library Building Watch (M. Merrick)

Recording Secretary Merrick was pleased to announce that a new issue of the Library Building Watch newsletter had been released that day, and handed out copies for the Board's perusal. Secretary Merrick cited a challenge inserting the graphics; however, all had been sorted out in the end. The program used to produce the newsletter, Vertical Response, was very user-friendly and did most of the work when it came to publication and release to e-mail recipients. Secretary Merrick promised editions would be produced monthly, with more news about the new Library included in future issues.

E. Patron suggestions/comments (Speak-Outs) and Library Director's response.

A suggestion was made for on-line ILL services. Early next year, the public catalog will be enhanced enabling patrons to make a direct request through staff on a simple form. Another suggestion was made that WIFI access be installed at the branches. In conjunction with access being initiated at the new Main Library, access will also start up at the branches. Another patron questioned where all the new magazines were. Apparently, by the time the Library gets their issues on the racks, they've been in the stores for weeks, making the Library's issues not so "new" anymore. The nature of deliveries to retailers as opposed to libraries is quite different. The Library gets their magazines and periodicals as 3rd class mail, which can sit in the post office for an extended period before delivery occurs. Once the Library gets their delivery, the magazines are on the shelf in no more than 2 days.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

No ne.

LIBRARY BOARD COMMUNICATIONS

Board Member Mitchell stated that the May Library Hotline editions were most uninteresting.

DIRECTOR'S COMMENTS

Acting Director Chisaki passed out copies of all the change orders for the new Library per a request from Board Member Butter. The Board reviewed and briefly discussed these.

ADJOURNMENT

Board President Krongold called for a motion to adjourn the meeting at 8:15 p.m. Board Member Mitchell so moved, Board Member Belikove seconded the motion, and it was carried by a 4-0 unanimous vote.

Respectfully submitted,

Jane Chisaki
Acting Library Director and
Secretary to the Library Board